

Director of Human Resources

State of Tennessee
Department of Children Services

The Tennessee Department of Children Services is seeking a Director of Human Resources. This position is in Nashville, TN and manages a staff of approximately 50 human resources and payroll employees in 16 different offices across the state.

Duties and Responsibilities

- As part of the executive leadership team and in alignment with the agency strategy, directs the human resources management functions of a complex state agency with multiple locations.
- Develops strong working relationships with executives, management and staff, providing advice, guidance, coaching and counseling as needed. Works cooperatively with facility directors regarding the supervision and discipline of employees.
- Oversees the implementation and administration of human resources policies, programs and practices, laws and standards related to legal compliance, occupational health and safety, and employee relations.
- Assigns, trains, supervise and evaluates departmental human resources staff in their work, providing guidance on technical matters.
- Establishes staffing practices and procedures necessary to recruit and retain an effective workforce.
- Leads the implementation of a performance management system.
- Directs a process of organizational developmental addressing issues such as succession planning, workforce development, employee retention, workflow efficiency and change management.
- Monitors the human resources budget.

Qualifications: Bachelor's Degree in a Human Resources related field with five or more years of increasingly responsible professional staff administration and/or analytic work with at least three years of professional human resources work.

Desired Leadership Competencies

Dealing with Ambiguity
Command Skills
Organizational Agility
Comfort around Higher Management
Negotiating

Process Management
Action Oriented
Presentation Skills
Managing Diversity
Composure

**Send resume and cover letter to
Lisa.Spencer@tn.gov**

The State of TN is an Equal Opportunity Employer